



Spring 2021 Reopening Plan

Stege is growing leaders. We provide an exciting and challenging learning environment that supports every member to take ownership of their learning. This work has persisted through the global pandemic, however, Covid-19 has created greater challenges for our neediest students. We firmly believe that it is our responsibility to provide all students the necessary support to be able to thrive educationally and socially in distance learning. The safety of our students and staff is our biggest priority, and we will follow all CDC recommendations to ensure safety for all.

Remote learning continues as the primary form of core instruction for all students. Using an **intervention model**, Stege will strive to provide academic support and access for students who need it to have success with remote learning. We will use an equity lens and data to target our neediest students and ensure learning supports as needed with a focus on academically struggling, special education students, foster youth, homeless, and English Learners. Under the intervention model we will provide 2 hours of targeted academic support to prioritized students in small in-person groups Monday-Wednesday. In this model students will be supervised by a dynamic certificated or classified Stege team member that will support and guide them to successfully engage in learning. Students will strategically be placed in small cohorts, no larger than 10. Cohorts will not commingle with other students, cohorts, nor adults.

Criteria for Student Referral:

- Tier 1 Priority Students: Truant students with a focus on SPED, foster youth, families in transition, EL, and acute emotional needs.
- Tier 2 Priority Students: Minimal academic progress students based on student CARE referral
- Tier 3 Priority Students: Minimally engaged students struggling with assignment submission

Stege will strictly follow all CDC recommendations including the five key mitigation strategies essential to safe delivery of in-person school to help mitigate COVID-19 transmission in schools:

1. Universal and correct use of [masks](#)
2. [Physical distancing](#)
3. [Handwashing and respiratory etiquette](#)
4. [Cleaning](#) and maintaining healthy facilities
5. [Contact tracing](#) in combination with isolation and quarantine, in collaboration with the health department



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Stege Safety and Operations

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Key Considerations	Additional Stege Specifics	CDC Recommendations for Schools
<p style="text-align: center;">Arrivals and Dismissal Procedures for Staff</p>	<p>Wellness Check-In: As you enter campus daily, please use the camera or a QR Code App on your smartphone/tablet to scan the QR Code posted at the front entrance. You may also check-in and check-out from your laptop or desktop computer using the following link: https://facilitron.com/wccusd94801/9WGDK4FUY3WZ/sameday You will be prompted to enter your contact details and respond to a basic health screening questionnaire.</p> <p>Wellness check out: You will follow the same scanning process or link each time you leave campus (for lunch/breaks, or at the end of the day).</p> <ul style="list-style-type: none"> ● For any visitor who does not have a phone or access to the Internet: We have also created a paper Wellness check-in form. The form should only be used as a last resort if absolutely necessary. 	
<p style="text-align: center;">Arrivals Procedures for Students</p>	<ul style="list-style-type: none"> ● We will have one point of entrance for all students located at the front of the school accessible by the front office. ● Students may not arrive earlier than 1:55PM for wellness checks. ● Parents/Guardian will affirm and attest that they completed a wellness check before they drop-off at school. ● All people 2 years and older must wear a mask at all times, including the car. 	<ul style="list-style-type: none"> ● Staggered scheduling: Stagger school arrival and drop-off times or locations by cohort, or put in place other protocols to limit contact between cohorts, as well as direct contact with parents. ● Occurrence of any of the symptoms below while a student, teacher, or staff member is at school suggests the person may be referred for diagnostic testing.



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<p style="text-align: center;">Arrival</p>	<ul style="list-style-type: none"> ● Families driving will use the drive about and drop their child off, adults must stay in the car. A staff member (Admin) will be at the drop off lane to ensure student safety and proper mask usage. ● Students will be directed to line up by their cohort wellness line. Social distancing stickers will guide students where to stand. ● At wellness stations a staff member will take the students' temperatures to confirm wellness. Only students that pass the wellness check (temperature no higher than 100.4 and affirming wellness) will be allowed in. In the event of a temperature of 100.4 degrees Fahrenheit or higher or other signs of illness as described by the CDC, the staff will page the office to contact family to pick up. Students not well will report to the isolation room until they are picked up. ● Students will immediately report to their team classroom using the hallway door. Doors will all be propped open to reduce touch points and increase the airflow. 	<ul style="list-style-type: none"> ● Temperature External icon of 100.4 degrees Fahrenheit or higher ● Sore throat ● Cough (for students with chronic cough due to allergies or asthma, a change in their cough from baseline) ● Difficulty breathing (for students with asthma, a change from their baseline breathing) ● Diarrhea or vomiting ● New loss of taste or smell ● New onset of severe headache, especially with a fever ● Students should not attend school in-person if they or their caregiver identifies new development of any of the symptoms above.
<p style="text-align: center;">Dismissal Procedures for Students</p>	<p>3:50 PM for all students:</p> <ul style="list-style-type: none"> ● All students will be lined up socially distanced labeled by a marker. ● All available adults will be monitoring dismissal to ensure proper social distancing and proper mask use. ● Only the student will step into the car. The adult must stay in the car and must wear a mask during the duration of transition. ● In the event that a student needs to be picked up before 4pm, the family will need to call the office once they have arrived so that the student can be walked out. After three late pickups of 10+minutes, the student will be removed from intervention. 	<ul style="list-style-type: none"> ● Stagger arrival and drop-off times or locations by cohort or put in place other protocols to limit contact between cohorts and direct contact with parents as much as possible. ● Masks should be required in all classroom and non-classroom settings, including hallways, school offices, restrooms, gyms, auditoriums, etc.
	<ul style="list-style-type: none"> ● One directional signage in the hallways, tape marking lanes on 	<ul style="list-style-type: none"> ● Masks should be required in all classroom and



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Transitions	<p>the ground 6ft apart.</p> <ul style="list-style-type: none"> ● Standing stickers to support social distancing in hallway or natural locations where lines are formed. 	<p>non-classroom settings, including hallways, school offices, restrooms, gyms, auditoriums, etc.</p>
Signage	<ul style="list-style-type: none"> ● Clear signage for safety procedures: <ul style="list-style-type: none"> ○ Arrival procedure reminders ○ Hallway walking lanes ○ Directional arrows for traffic flow ○ Standing stickers in classroom, outside of classroom, bathroom, office, and arrival/dismissal gate ○ Proper mask usage posters in every classroom, arrival/dismissal gates, hallways and office. ○ Reporting posters to anonymously report breach in protocols in every classroom, arrival/dismissal gates, hallways and office. 	
Visitor Policy	<ul style="list-style-type: none"> ● We will host a virtual orientation for families to learn specifics about our program and safety protocols (Family Huddle) ● Non essential visitors will not be allowed on campus. ● The expectation is that students stay for the duration of the program. ● Should a child need to be picked up earlier than their dismissal time, the parent/guardian will need to call the office and the child will be walked to the dismissal area. 	<ul style="list-style-type: none"> ● Visitors: <u>Limit any nonessential visitors, volunteers, and activities</u> involving external groups or organizations as much as possible – especially with individuals who are not from the local geographic area (e.g., not from the same community, town, city, county). Exceptions should be made for students with disabilities who require related services administered by direct service providers (e.g., speech therapists who serve multiple schools). Require all visitors to wear masks and keep a 6-foot distance from others. Schools should permit visitors only in areas of low (blue) community transmission.



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Stege Wellness Checks & Personal Protective Equipment

Key Considerations	Additional Stege Specifics	CDC Recommendations for Schools
Masks	<ul style="list-style-type: none"> ● Masks are required at all times by all people on campus. In line with our culture and climate vision, education will be the first line of intervention for any breaches of the mask policy. We will use our existing levels of consequence and restorative approaches to support student behavior. ● Students may be dismissed from the hub should mask usage breach become habitual. ● Mask policies for all students, teachers, and staff set the expectation that individuals will use masks throughout the school. ● School staff will model correct and consistent mask use. ● Proper mask usage posters in every classroom, arrival/dismissal gates, hallways and office. ● Reporting posters to anonymously report breach in protocols in every classroom, arrival/dismissal gates, hallways and office. ● Masks will be provided upon entry for any students without a mask. 	<ul style="list-style-type: none"> ● Core principle for masks: Require consistent and correct use of face masks, by all students, teachers, and staff to prevent SARS-CoV-2 transmission through respiratory droplets. Masks should be worn at all times, by all persons in school facilities, with exceptions for certain persons who, because of a disability, cannot wear a mask or wear a mask safely, or for certain settings such as while eating or drinking. Masks should be required in all classroom and non-classroom settings, including hallways, school offices, restrooms, gyms, auditoriums, etc. ● The most effective fabrics for cloth masks are tightly woven such as cotton and cotton blends, breathable, and in two or three fabric layers. Masks with exhalation valves or vents, those that use loosely woven fabrics, and ones that do not fit properly are not recommended.
Temperature Checks	<ul style="list-style-type: none"> ● Parents/Guardian will affirm and attest that they completed a wellness check before they drop-off at school. ● The Cohort leader or Admin will take the student's temperature using a no touch thermometer before entry, sign the student in, and ask the student to further affirm their wellness. 	<ul style="list-style-type: none"> ● Temperature of 100.4 degrees Fahrenheit or higher ● Health checks should be conducted safely and respectfully, and in accordance with any applicable privacy laws and regulations. School administrators may use examples of screening methods in CDC's supplemental Guidance for Child Care Programs that Remain Open as a guide for screening children and CDC's General Business FAQs for screening staff



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	<ul style="list-style-type: none"> • Only students that pass the wellness check (temperature no higher than 100.4 and affirming wellness) will be allowed in. • Should any student present symptoms or not pass the wellness test, the admin on duty will be paged and the student will be transitioned to the isolation room and parents will be contacted. Staff would screen students at the door individually with no-touch thermometers 	
<p style="text-align: center;">Daily Wellness Questionnaire</p>	<ul style="list-style-type: none"> • The cohort leader will privately ask the student: Have you experienced any of the following symptoms in the past 24 hours: <ul style="list-style-type: none"> • Temperature of 100.4 degrees Fahrenheit or higher • Sore throat • Cough (for students with chronic cough due to allergies or asthma, a change in their cough from baseline) • Difficulty breathing (for students with asthma, a change from their baseline breathing) • Diarrhea or vomiting • New loss of taste or smell • New onset of severe headache, especially with a fever <p>If NO, welcome the student to the cohort. If YES, please notify the site admin.</p>	<ul style="list-style-type: none"> • Temperature of 100.4 degrees Fahrenheit or higher • Health checks should be conducted safely and respectfully, and in accordance with any applicable privacy laws and regulations. School administrators may use examples of screening methods in CDC’s supplemental Guidance for Child Care Programs that Remain Open as a guide for screening children and CDC’s General Business FAQs for screening staff
	<ul style="list-style-type: none"> • Immediately separate staff and children with COVID-19 symptoms (such as fever, cough, or shortness of breath) at school. Individuals who are sick should go home or to a healthcare facility depending on how severe their symptoms are, and 	<ul style="list-style-type: none"> • Schools can provide options to separate students with COVID-19 symptoms or suspected or confirmed COVID-19 diagnoses by, for example, placing students in isolation room/areas until transportation can be arranged to send them home or seek emergency medical attention.



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<p style="text-align: center;">Isolation Room (Trailer #__)</p>	<p>follow CDC guidance for caring for oneself and others who are sick.</p> <ul style="list-style-type: none"> One of our staff members will be CPR trained and sit with the student in the isolation room while we await the parents to pick them up. 	<ul style="list-style-type: none"> Core principle for contact tracing: Schools should collaborate with the STLT health department, to the extent allowable by privacy laws and other applicable laws, to confidentially provide information about people diagnosed with or exposed to COVID-19. Persons with positive test results should isolate, and close contacts should quarantine. Individuals should isolate or quarantine at home, not in school settings, and should stay home until CDC recommendations for isolation or quarantine have been met. Staying home when appropriate: Educate teachers, staff and families about when they and their children should stay home and when they can return to school. Students, teachers, and staff who have symptoms should stay home and be referred to their healthcare provider for testing and care. Schools may need to consider flexible sick leave policies and practices that enable staff to stay home when they are sick, have been exposed, or are caring for someone who is sick. School systems should recruit and train sufficient substitute educators to ensure that teachers can stay home when they are sick or have been exposed to someone who is confirmed or suspected of having COVID-19. Isolation should be used to separate people diagnosed with COVID-19 from those who are not infected. Students, teachers, and staff who are in isolation should stay home and follow the direction of the local public health authority about when it is safe for them to be around others.
	<ul style="list-style-type: none"> In the event of an exposure of COVID-19 of a student or staff within a cohort that adult or student will consult WCCUSD nurses to determine if quarantine for 10 days is required. In the event of a positive confirmed case of a student or staff within a cohort parents will be immediately notified and the cohort (adults and students) will quarantine for 10 days and will 	<ul style="list-style-type: none"> Classrooms or schools experiencing an active outbreak may temporarily close for in-person learning. If the school is experiencing an outbreak, school leaders should immediately notify public health officials and collaborate to facilitate increased testing and contact tracing, as necessary. The local health department may facilitate testing for students, teachers, and staff who are in schools with an active outbreak. The health department may also conduct contact tracing in these



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<p>Outbreak and Unplanned School Closure</p>	<p>continue distance learning from home.</p> <ul style="list-style-type: none"> • An outbreak will be defined by a confirmed positive Covid-19 test of more than 4 people across cohorts. • In the event of an outbreak across cohorts all families and staff will be notified and will quarantine for 10 days and continue to participate in distance learning from home. 	<p>situations. Schools can assist by providing information, to the extent allowable by privacy laws and other applicable laws, to identify close contacts (e.g., class rosters, seating charts, and student emergency contact information) that could be tested and either isolated or quarantined.</p> <ul style="list-style-type: none"> • Schools in areas experiencing rapid or persistent rises in case incidence or severe burden on health care capacity. School leaders and public health officials should monitor indicators of community transmission (Table 1) and review trends over time. In communities that have rapid or persistent rises in case incidence or severe health care capacity burden, school leaders may decide to temporarily close schools to in-person instruction until levels of community transmission stabilize.
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Stege Campus Capacity and Configurations

Key Considerations	Additional Stege Specifics	CDC Recommendations for Schools
<p>Cohorting</p>	<ul style="list-style-type: none"> • Cohorts, which we refer to as Teams - will be staffed with one adult <ul style="list-style-type: none"> ◦ Classified or Certificated staff • Cohorts/Teams will be no larger than 10 students • In the event that an employee is bringing their students to work with them, the students will count towards the 10 total students 	<p>Cohorting: Cohorts (or “pods”) are groups of students, and sometimes teachers or staff, that stay together throughout the school day to minimize exposure to other individuals across the school environment. Cohorts should remain as static as possible by having the same group of students stay with the same teachers or staff (all day for young children, and as much as possible for older children). If additional space is needed to support cohorting, consider all available safe spaces in school and community facilities. Limit mixing between cohorts.</p>



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<p>Classroom Configurations</p>	 <ul style="list-style-type: none"> ● Plush materials and rugs removed ● Weather permitting cohorts may use outdoor assigned picnic tables. ● Students sit in the same color desks (skipping a desk) to ensure proper social distancing. ● Doors will be propped to increase airflow. 	<ul style="list-style-type: none"> ● Configuration of desks that allows physical distancing (at least 6 feet) should be maximized to the greatest extent possible. ● Modified layouts: adjust physical layouts in classrooms and other settings to maximize physical space, such as by turning desks to face in the same direction. ● Shared objects: Discourage sharing items, particularly those that are difficult to clean. ● Ventilation: Improve ventilation to the extent possible such as by opening windows and doors to increase circulation of outdoor air to increase the delivery of clean air and dilute potential contaminants. Opening windows and doors should be consistent with school safety protocols and safety plans. Do not open windows and doors if doing so poses a safety risk or a health risk (e.g., risk of falling, triggering asthma symptoms) to anyone using the facility. Opening windows and doors should be consistent with school safety protocols and safety plans. More information on ventilation can be found here.
<p>Restrooms</p>	<ul style="list-style-type: none"> ● Students will use their team assigned restrooms. ● The restroom limit is clearly delineated on the exterior door, only one person per team may visit the restroom at a time. 	<ul style="list-style-type: none"> ● Masks should be required in all classroom and non-classroom settings, including hallways, school offices, restrooms, gyms, auditoriums, etc. ● Teach and reinforce handwashing with soap and water for at least 20 seconds and increase monitoring to ensure adherence among students, teachers, and staff. Schools can explore options for curricular integration, such as in health and science lessons.



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Water Fountains	<ul style="list-style-type: none"> • Students will be provided a school issued water bottle, name clearly labeled, and remain at school. Water will be consumed by bottle and only in designated areas. Students may use the water fountain to refill these bottles. • Water fountains will only be used for the purposes of filling water bottles. 	<ul style="list-style-type: none"> • Water systems: Take steps to ensure that all water systems and features (e.g., sink faucets, decorative fountains) are safe to use after a prolonged facility shutdown. • Food service: Avoid offering any self-serve food or drink options such as hot and cold food bars, salad or condiment bars, and drink stations.
Isolation Room	<ul style="list-style-type: none"> • The Isolation room will be located in trailer ____, this room has an exterior door and will be used for students or staff presenting with any signs of illness to rest and wait to be picked up. • One member of the admin team will be assigned isolation room duties. • In the event of an absence, the following day's admin will cover. 	<p>Schools can provide options to separate students with COVID-19 symptoms or suspected or confirmed COVID-19 diagnoses by, for example, placing students in isolation room/areas until transportation can be arranged to send them home or seek emergency medical attention.</p>

Stege Campus Sanitation		
Key Considerations	Additional Stege Specifics	CDC Recommendations for Schools
Hand Washing & Sanitizing	<ul style="list-style-type: none"> • Hand sanitizers are located next to every door in all classrooms, as well as in the entryway and on the yard. • Students will sanitize upon entry into the classroom, after any recess or outdoor activity, before and after eating, after using the bathroom, and upon dismissal. 	<ul style="list-style-type: none"> • Cleaning hands at key times with soap and water for at least 20 seconds or using an alcohol-based hand sanitizer with at least 60% alcohol if soap and water is not readily available is one of the most important steps a person can take to avoid getting sick. • Teach and reinforce handwashing with soap and water for at least 20 seconds and increase monitoring to ensure



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	<ul style="list-style-type: none"> ● Sinks in each room used for Cohorts. ● Students will wash hands in their Cohort's assigned bathroom after using the bathroom. 	<p>adherence among teachers, students, and staff.</p> <ul style="list-style-type: none"> ● Build time into daily routines for students and staff to wash hands, especially at key times like after bathroom breaks, before lunch, or after playing outside. Take into consideration any additional time students or staff may need to wash their hands while social distancing. ● Consider making hand sanitizers with at least 60% alcohol available for teachers, staff, and students. Hand sanitizers can be placed near frequently touched surfaces (e.g., water fountains, doors, shared equipment) and areas where soap and water are not readily available (e.g., cafeterias, classrooms, gyms). Supervise young children under the age of 6 when they use hand sanitizer to prevent swallowing alcohol or contact with eyes. ● Promote hand hygiene throughout the school by placing visual cues such as handwashing posters, stickers, and other materials in highly visible areas. <ul style="list-style-type: none"> ○ Download and print materials ○ Order handwashing materials from CDC for free using CDC-INFO on Demand
<p style="text-align: center;">Classroom Sanitation</p>	<ul style="list-style-type: none"> ● Adults in classrooms will be provided with materials for disinfecting. ● Adults will disinfect frequently touched surfaces, including door handles, sink handles and drinking fountains how frequently? ● Students will only use their individual materials and will not share materials. ● Any books being returned will sit for 72 hours before being checked out to another student. ● Rugs and soft seating options will be removed from the classroom. 	<ul style="list-style-type: none"> ● Clean and disinfect frequently touched surfaces (e.g., door handles, sink handles, drinking fountains) within the school and on school buses regularly. This might include adding additional areas or surfaces to standard procedures for disinfection. ● If surfaces are dirty, they should be cleaned using a detergent or soap and water prior to disinfection. ● Discourage sharing of items that are difficult to clean or disinfect such as electronic devices, pens and pencils, classroom stapler, whiteboard markers and erasers, books, games, art supplies (e.g., markers, crayons, scissors), and other learning aids. Soft and porous materials, such as area rugs and seating, may be removed to reduce the challenges



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		<p>with cleaning and disinfecting them.</p> <ul style="list-style-type: none"> • Keep each student's belongings separated from others' and in individually labeled containers, cubbies, lockers or areas. • Ensure adequate supplies to minimize sharing of high touch materials to the extent possible (e.g., assigning each student their own art supplies, equipment) or limit use of supplies and equipment to one group of students at a time and clean between use. Students should wash hands or use hand sanitizer before and after use.
<p>Playground Sanitation</p>	<ul style="list-style-type: none"> • Hand sanitizing station will be installed. • Students will sanitize hands before and after using the play structure. • Staff will sanitize high-touch areas (handrails, etc.) of the playground in between cohorts. 	<ul style="list-style-type: none"> • Spread through contact with contaminated surfaces is not the most common way to get COVID-19. Routinely clean surfaces using soap (or detergent) and water. Not every surface needs to be disinfected every time it is cleaned. Prioritize disinfecting surfaces that ill persons have touched and those that are routinely touched or shared between students.
<p>Front Office Sanitation</p>	<ul style="list-style-type: none"> • Front office will have hand sanitizer available. Adults will sanitize upon entering the office. • Staff will sanitize counter surface after contact. • Materials will not be shared between staff; if materials have to be shared they will be sanitized after use. 	<ul style="list-style-type: none"> • Spread through contact with contaminated surfaces is not the most common way to get COVID-19. Routinely clean surfaces using soap (or detergent) and water. Not every surface needs to be disinfected every time it is cleaned. Prioritize disinfecting surfaces that ill persons have touched and those that are routinely touched or shared between students.
<p>Picnic Table Sanitation</p>	<ul style="list-style-type: none"> • Students will sanitize hands before and after picnic table use. • Picnic tables will be sanitized in between cohort use. 	<ul style="list-style-type: none"> • Spread through contact with contaminated surfaces is not the most common way to get COVID-19. Routinely clean surfaces using soap (or detergent) and water. Not every surface needs to be disinfected every time it is cleaned. Prioritize disinfecting surfaces that ill persons have touched and those that are routinely touched or shared between students. • If surfaces come in contact with food, they should be washed,



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		<p>rinsed, and sanitized (using an Environmental Protection Agency [EPA]-approved food contact surface disinfectant) before and after meals and snacks. If students are eating in the classroom, desks/tables might get in contact with food.</p>
<p>Cleaning Supplies</p>	<ul style="list-style-type: none"> • Custodial staff, yard supervisors, and cohort leaders will all be provided with adequate sanitation materials. 	<ul style="list-style-type: none"> • Consider providing disposable wipes that meet EPA disinfection criteria to teachers and staff so that commonly used surfaces (e.g., desks/tables and chairs, keyboards, doorknobs, classroom sink handles, countertops) can be wiped down before use. • When choosing disinfectants, use products on EPA's List N: Disinfectants for Coronavirus (COVID-19). These products can kill the virus that causes COVID-19 and include ready-to-use sprays, concentrates, and wipes.

Stege Meals and Snacks

Key Considerations	Additional Stege Specifics	CDC Recommendations for Schools
<p>School Snack Program</p>	<ul style="list-style-type: none"> • On the way home at dismissal students will be offered a bagged snack. Students will consume this at their leisure in their car or at home. 	